

D R A F T

Meeting Minutes, 3/17/05

Committee for Citizen Involvement

CCI Members Present: Bev Froude, Sue Carver, Basil Christopher, Stacie Yost, Robert Cancelosi, Teddi Duling

CCI Members Absent: Bill Scheiderich, Sue Kasson

Staff Present: Liz Newton, Duane Roberts

Guests: Mike Marr, Martha Bishop

1. Welcome and Introduction of New Members

The meeting was called to order at 7:05 PM by Duane Roberts. He explained that in the absence of a committee chairman and of CD Director Jim Hendryx, he would chair the meeting. He stated that once the old and new CCI members have had a chance to become acquainted, possibly after another meeting or two, staff anticipates the CCI will elect a chair from among its ranks.

Duane introduced new CCI members Robert Cancelosi and Teddi Duling. Robert is the Tree Board's representative and Teddi Duling is the Planning Commission's representative on the expanded CCI. Two other newly appointed CCI members were unable to attend the meeting. These include Bill Scheiderich of the Water Board and Sue Kasson of the Library Board. The Park and Recreation Board and the Budget Committee have not appointed CCI representatives as yet.

2. Approval of Minutes

The minutes of the previous meeting, held on February 7th, were approved by the committee without change.

3. "Downtown Plan Community Dialogue" Presentation

Mike Marr, Downtown Improvement Plan Committee Chair, gave a presentation on the Downtown Plan. He explained that it is not a redevelopment plan, as such. Its purpose is to serve as a set of guiding principles and overall vision of what downtown could be in 20-30 years. It preserves many features of the existing downtown. It maintains a "town feel" on Main Street by retaining many existing and historic buildings. Mike emphasized that the plan is market driven. Most of the investment needed to accomplish the plan will be private sector dollars.

With regard to the planning process, Mike noted that approximately one year ago the downtown committee gathered hundreds of ideas, which they boiled down to six “great ideas”. These form the centerpiece of the plan and are reflected in the districts depicted in the plan map. The recommended elements include garden residential, office, core retail, regional retail, entertainment, civic, and open space. Mike highlighted the main features of each district.

A series of “small ideas” are incorporated into a “Brand Tigard” list of potential projects. These are less expensive and easier to implement projects that are intended to keep interest and momentum going over time. “Catalyst Projects” are big projects, such as commuter rail startup, a Performing Arts Center, and a Fanno Creek public area, that are intended to create a climate for private investment. Although difficult to accomplish, due to state and rail operator opposition, the Catalyst Project of crossing the railroad tracks with Ash Street is the key to improving downtown circulation.

Fanno Creek is the main focus of the plan. Mike compared the downtown’s potential for generating investment to Bridgeport Village, the mixed use project under development between Bridgeport Road and 72nd Avenue. Significantly, the Bridgeport project is generating \$200 million in private investment and covers only one-fifth the acreage of the Tigard downtown area.

Stacy asked to what extent the City is “paying for this”. Mike responded that the City would pay for public improvements, such as roads and utility improvements, while the private sector would pay for private improvements, such as new multifamily housing, new retail buildings, and the like.

Teddi asked how HYW 99W congestion affects the plan and the new people expected to live there. She stated that HWY 99W “interferes with the whole idea” of downtown revitalization. Mike responded that many of the residents would use transit, including commuter rail.

Robert asked “who kick-started Lake Oswego’s redevelopment”. Mike commented that “we are not trying to become a carbon copy of Lake Oswego.” The goal is develop the Tigard downtown as a “uniquely Tigard place to be”. The plan will have aspects similar, but not identical to Lake Oswego. Bev asked why the paint store, located on the west end of Main, was not included in the plan. Mike commented that the plan boundary is the west side of Fanno Creek, but that the paint store would be affected by the plan.

Basil mentioned that he had a long list of questions about the plan, particularly about transportation improvements. He asked if there would be an in-depth opportunity to bring up these questions. Mike responded that a three-hour downtown plan open house is set for Saturday morning, April 23rd, in the Tigard Library Community Room would provide such an opportunity. Duane mentioned that all the CCI members would be mailed invitations to the open house.

4. Enhance Community Involvement Program Update

Liz Newton updated the committee on the “Neighborhood Program”, formerly known as the Enhance Community Involvement Program. Other community public involvement programs are land use based. As a result, in neighborhood areas where there are few land use issues, interest and participation tends to be low. Instead of land use alone, the Tigard program will focus on “things that make people feel connected to the community.” These ideas will be tried out in a pilot program.

Liz reviewed a map depicting tentative neighborhood boundaries. Some 12 to 14 areas city-wide is “looked at as a viable number” of areas. Lake Oswego is divided into 19 areas. Beaverton has 12-13. In both instances, only half the groups in each city are active. As discussed during previous CCI meetings, in addition to land use, program elements could include CIP (Capital Improvement Program) nominations, CERT (Citizen Emergency Response Training) activities, a Neighborhood Watch program, and linkages to school programs. The concept includes identifying a resident in each neighborhood interested in, for example, land use matters to receive training and be the neighborhood's expert in that area. The same is true of the other City programs. The City would work with neighborhood representatives on individual issues. The program would be built around topics of special interest to each neighborhood.

As for “where are we now?” Liz explained that the City currently is developing detailed neighborhood boundaries, refining the program structure (through research on neighborhood programs operated by other cities), and considering monthly meeting requirements. Once these issues are worked out, the plan is to start with 3-6 pilot groups.

Liz has been visiting with parent teaching organizations to ask them where to tweak boundaries and to contribute ideas on the general program structure. She stated that the school groups are “really enthused” about linking-up with neighborhoods.

Basil suggested adding a neighborhood clean-up day to the list of potential program activities.

Teddi asked how many CPO's service areas include parts of incorporated Tigard. Liz commented that existing CPO's respectively cover the unincorporated and incorporated portions of Metzger and Bull Mountain.

Bev mentioned that nowadays it is hard to get into school buildings, because janitorial services have been cut back, suggesting that schools may not readily be available as locations for Neighborhood meetings. She stated that the City should find creative ways to make more use of school buildings.

Teddi asked how many homeowners associations in the city are active. Liz responded that only a few are active. She estimates that some 20% of the City area is covered by active homeowner associations.

Liz returned to the content of the Neighborhood Program. She emphasized that “the key thing to look at is more than neighborhood livability.” The basis of the program is not issue driven. “The basis is things that connect people to one another within the neighborhood.”

Although people residing outside the City will be welcome to participate in the neighborhood organizations, the focus of program dollars and staff time will be on areas within the City proper. Among many others, one benefit of the Neighborhood Program is that the City can draw on the groups as issues come up, such as signs along streets, for example, for public input.

Basil commented that using school boundaries to define neighborhoods helps balance the number of people in the different neighborhood groups. Beverly commented that during the pilot phase of the neighborhood program, the boundaries and content should be opened-ended to allow for adjustments in each. Liz responded that the program is a concept at this stage and would continue to be open for modifications during the pilot phase.

Robert asked about plans for program start-up. Liz replied that, assuming Council concurrence, the first step is a pilot program in a few neighborhoods. The knowledge gained from this small scale experience will inform the expansion of the program citywide. Liz commented that she will make a concentrated effort to get the word out within the neighborhoods picked for the pilot program. This will include her going to school and CERT meetings to promote the program. The pilot program will play a key role in evaluating how the Neighborhood Program as a whole should work.

Robert asked how the CCI relates to the Neighborhood Program. Liz responded that the CCI is responsible for monitoring and evaluating all City public involvement programs and activities.

Basil called for an equitable distribution of City capital improvement projects. Some neighborhoods, including his, are overlooked in terms of City CIP projects. As an incentive, neighborhoods that form a neighborhood organization that remains active should get top priority in the distribution of CIP projects.

Bev commented that “the program should build on the idea that staff needs to know what people want.” Stacie commented that she is concerned about participation level. The two Neighborhood Program open houses drew few people.

Liz further discussed the structure of the program. It would include an annual meeting, organized around local CIP needs, neighborhood safety, and improvement opportunities. No meetings would be held for their own sake.

Stacie commented that meetings should focus on whatever the neighborhood wants to focus on. Bev suggested that the City provide a “mediator contact person” for mediating disputes between individuals and neighborhoods, on the one hand, and the City, on the other.

Stacie commented that the pilot program will help to sort out ideas and boundary issues and how best to keep groups active.

Basil suggested that in future one or two members of an established neighborhood organization, such as one in Portland or Beaverton, be invited to attend a CCI meeting. The purpose would be to get members’ insights on the value and benefits of neighborhood organizations and on any ideas they may have regarding the setup and operation of the Tigard program.

Liz commented that she will need funding to support the neighborhood organization and to run it in the City offices.

Teddi asked how the City found people to serve as Community Connectors. Liz commented that some of the people were those who had complained to the City about something.

Bev suggested that the program focus on small projects and that the City use a blanket mailing within neighborhoods to get the word out about the program.

Liz commented that Council will discuss the Neighborhood Program during their regular meeting on April 19th.

Stacie asked how the Neighborhood groups will make decisions.

Basil brought up the idea of scheduling another outreach activity at the Tigard Library. In early March he and Duane spent a Saturday morning in the library lobby soliciting comments and ideas regarding the appropriate boundaries and content of the Neighborhood Program. Several committee members commented that the best timing for an outreach meeting would be after the April 19th Council meeting.

Because the meeting had run 15 minutes overtime, the members decided to move item 6, “CCI Mission Statement”, to the next regular meeting.

The meeting ended at 8:45 PM.

Next Meeting: May 19, 2005 Tigard City Hall, Red Rock Conference Room.

Tentative agenda items:

- Introduction of new members
- CC/Council joint meeting debriefing
- Report on Council “Neighborhood Program” discussion
- Land use proposal, neighborhood meeting process
- Develop CCI mission statement